

**U.S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
OFFICE OF OVERSEAS PROSECUTORIAL DEVELOPMENT,
ASSISTANCE AND TRAINING (OPDAT)
FIVE NON-ATTORNEY PROGRAM ANALYSTS (GS-7/9/11) POSITIONS AVAILABLE**

OPDAT develops and implements criminal law assistance programs that enhance the ability of selected foreign countries to investigate, prosecute and adjudicate criminal offenses effectively, competently and fairly, and to cooperate more fully with the U.S. in combating terrorism and other transnational crimes.

POSITION U.S. Department of Justice, Criminal Division

LOCATION: Office of Overseas Prosecutorial Development, Assistance and Training (OPDAT), Washington, D.C.

QUALIFICATIONS: "Outstanding scholars", who are scholars who have maintained a grade point average of at least 3.45 on a 4.0 scale or the equivalent. Seniors or recent graduates who are interested in comparative criminal law and procedure and who wish to help create more responsive and responsible criminal justice systems in Africa, Asia, Central and Eastern Europe, Latin America and the Caribbean, Eurasia, and the Middle East are encouraged to apply. The ideal candidate thrives in a collaborative work environment, has project management and business experience, and possesses strong interpersonal and writing skills. Experience with foreign cultures, and Spanish, French, Russian, Arabic, or Chinese language facility are desirable.

ASSIGNMENTS: The Program Analyst works with OPDAT Regional and Program Managers, who are attorneys, and assists in the preparation of program implementation plans and financial resources tracking documents which are the framework for the Criminal Division's foreign criminal justice development assistance activities in Latin America and the Caribbean, Africa and the Middle East, Central and Eastern Europe, Eurasia, Asia and the Pacific or regarding counter-terrorism. The Program Analyst's other major duties include preparing our U.S. experts to be able to more effectively provide meaningful assistance to foreign justice sectors which are in need of strengthening; assisting in the management and with the administrative and logistical aspects regarding the implementation of technical assistance and skills development programs; managing and evaluating existing assistance programs for financial soundness; and compiling data and statistics for measuring results and impacts and for performance-based reporting.

SALARY: The salary range for a Program Analyst, General Schedule Grade 7 (GS-7) is currently \$35,452 to \$46,088. These figures include a locality pay supplement for the Washington, D.C. area. Normally, a new employee is hired at \$35,452, but a higher, current salary history may justify a higher starting salary. The advancement potential within the Outstanding Scholars Program at the Justice Department would potentially allow for promotions culminating in General Schedule Grade 11 (GS-11), with a current starting salary of \$52,468.

APPLICATION PROCEDURES: Please submit cover letter, curriculum vitae, noting any language skills, and unofficial transcript to:

U.S. Department of Justice
Criminal Division/ OPDAT
10th & Pennsylvania Aves., N.W.
Washington, D.C. 20530
Attn: William H. Lantz, Jr.
Assistant to the Director
Telephone: (202) 514-1323
FAX: (202) 616-8429
E-mail: William.Lantz@usdoj.gov

APPLICATION

DEADLINE: As soon as possible after January 2006, but not later than March 2006.

WEBSITE: www.usdoj.gov/criminal/opdat

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer.